

Accredited Agricultural Consultant (AAC) Requirement Checklist



1. Complete and pass the following ASFMRA consulting courses:
 - [Agricultural Consulting Principles \(AAC 1\)](#)
 - [Agricultural Consulting Procedures \(AAC 2\)](#)
 - [ASFMRA Best in Business Ethics](#)
 - At least 40 hours of subject matter directly related to the member's specific "area of expertise."
 - Listed below are some preapproved elective classes:
 - Key Terms and Fee Structures (8 hours) (NCREIF)
 - Investment Analysis and Due Diligence (8 hours) (NCREIF)
 - Essentials of Institutional Real Estate (16 hours) (NCREIF)
 - [Tax Deferred 1031 \(8 hours\) \(RLI\)](#)
 - [Land Investment Analysis \(16 hours\) \(RLI\)](#)
 - [Transitional Land Real Estate \(8 hours\) \(RLI\)](#)
 - [Land 101: Fundamentals of Land Brokerage \(16 hours\) \(RLI\)](#)
- *Please note the applicant can use other education for this requirement. The committee will review and approve applicable elective education.
2. Four years of agricultural consulting experience or equivalent (as approved by the ASFMRA). Experience must have been completed within the last ten years. One year's experience is a calendar year during which a person spends not less than 1,600 hours as follows: At least 600 hours of the 1,600 must be spent consulting in an agricultural or agribusiness situation for a fee or a salary. The balance must be spent in a field related to agricultural consulting. Any prior or equivalent experience should be submitted for review very early in the accreditation process so the ASFMRA can determine if the experience qualifies. If you would like your work history reviewed prior to submitting your application, please send a copy of your resume to accreditation@asfmra.org
3. A four-year college degree or equivalent (as approved by the ASFMRA). Any equivalent education should be submitted for review very early in the accreditation process so the ASFMRA can determine if the equivalent education qualifies.
4. Be a current ASFMRA member prior to submitting an application for accreditation.
5. Complete and [email](#) one consulting report as prescribed by the ASFMRA. The report shall demonstrate the ability of the applicant to analyze and provide consulting services on agricultural and/or agribusiness problems according to the standards of the ASFMRA. The plan will be graded and must garner a score of at least 75 percent overall ~~score~~ as well as score 70 percent or higher in each subcategory. A passing score can qualify, as a component of the AAC accreditation process, for three years from the date the report was graded and passed.
6. [Email](#) the AAC Application. An invoice will be sent when receive the application.
7. Submit 2 project reports.
8. Pass the final AAC Accreditation Exam.

Contents of Accreditation Exam

A written examination is proctored and given each year and takes approximately 12 hours to complete. The written examination includes:

1. Case Study Problems
2. Multiple Choice
3. True-False

The Awarding of the Designation

The newly accredited are notified that they can use their designation upon receipt of the letter and press release stating that they have passed. A special awards ceremony is held during the annual meeting to recognize those members that have received their designation throughout the year. At that point in time, they will receive their certificate and lapel pin.

Requirements to Maintain Designation

To maintain designation, member must maintain Accredited membership and abide by all membership requirements. Please contact the ASFMRA for more detailed information on the Continuing Education Program.

Accredited members of the ASFMRA must participate in the ASFMRA Continuing Education Program. A minimum of sixty (60) hours of approved programs must be submitted for each three-year period.

Members who receive their designation are automatically considered current in the Continuing Education Program for the next three years and must accumulate 60 hours of education to be current in their next cycle. Members must be in compliance with Ethics requirements. Currently, members must complete the Ethics course once every six years.

For more information:

Deanna Ilk at (303) 692-1222 or dilk@asfmra.org

To submit your application send it to accreditation@asfmra.org

For more information and list of due date go to: <https://www.asfmra.org/accreditations/accredited-agricultural-consultant>